COMMERCIAL MECHANICAL PERMIT SUBMITTAL CHECKLIST

PERMIT SUBMITTAL REQUIREMENTS:

- 1. Two complete sets of mechanical drawings (1/8" = 1' minimum scale)
- 2. Maximum size of plan sets: 42" long, 30" wide (bound edge), 5/8" thick. All pages in a plan set shall be uniformly sized.
- 3. Drawings showing the location of corridors and other fire-rated construction
- 4. Completed Mechanical Permit Application
- 5. All documents must be clearly legible for microfilming, each page consecutively numbered and stapled.

A. HEATING, VENTILATION & AIR CONDITIONING (HVAC) CONSTRUCTION DOCUMENTS

All submittals should include (as applicable) the following:

- Cubic feet of air per minute (CFM) at each air diffuser, return air register, exhaust and transfer grill; size of ducts and outlets; equipment schedule of brand names, fuel type, model numbers, input and output capacity, tons of cooling, efficiency ratings, CFM capacity, motor efficiencies, and unit weights; and locations of smoke and fire dampers.
- Combustion air source, size and locations.
- Make-up air system required to meet adopted state requirements.
- Roof parapet and screening, where applicable or required.
- Structural details and calculations wet-stamped by a certified Washington State Design Professional for all suspended or rooftop mechanical units greater than 400 pounds.
- Anchorage details for mechanical equipment to meet structural seismic and static loads.
- Manufacturers' installation instructions/catalog cut sheets for all equipment specified.

B. KITCHEN OR HAZARDOUS EXHAUST SYSTEMS (IMC CHAPTER 5)

All submittals should include (as applicable) the following:

- An additional permit application by a licensed fire suppression contractor as required.
- Exhaust fire detection systems to be integrated with building fire detection if automatic detection is required for building permit.
- Building section of ceiling/roof, ceiling/floor and wall penetrations by ducts and/or hoods.
- Minimum clearances to specific construction assembly (identify clearances and if construction assembly is combustible or non-combustible).
- Fire-resistant duct, shaft or hood enclosures where required by code.
- Termination outlet distances from adjacent property lines, buildings, tenants, parapets, grade, openings, supply units, and roof.
- Dedicated make-up air system.
- Equipment manufacturer model # for cooking, grease and steam-producing appliances.
- 18 inch clearance from combustible construction required for grease duct systems and exhaust equipment serving Type I hoods. Stainless steel (washable, non-combustible) wall treatment per code. Inspections required prior to enclosure of ducts and walls.
- Hinges required at upblast fans for Type I or Type II hoods.

NOTE: <u>Type I Hoods</u> required where cooking appliances produce grease or smoke.

<u>Type II Hoods</u> required where cooking or dishwashing appliances produce heat or steam and do not produce grease or smoke. Manufacturers cut sheet required for exemption.

APPLICABLE CODES AND REFERENCES

- International Mechanical Code (IMC) 2012 Edition and WAC 51-52
- International Fire Code (IFC) 2012 Edition and WAC 51-54
- International Energy Conservation Code (IECC), 2012 Edition
- Automatic Fire Detection & Suppression System Ordinance No. 1902-92

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